Perform-To-Serve Integration into Fleet RIDE

Fleet RIDE – Training Materials

PTS Way Ahead

➢ Integrate PTS into Fleet RIDE (1 Oct 2010)
➢ Base Eligibility on End of Obligated Service with extensions (SEAOS). Applications for EAOS/PRD (Special Circumstance) will still be allowed based on certain criteria.
➢ Modify Algorithm to include additional performance criteria
  ▪ Performance Evaluation average for up to 5 most current evaluations
  ▪ PFA – number of PFA failures within a four year period
➢ Incorporate Year Group management into Rack and Stack (PTS/Fleet RIDE merger)
➢ Populate application with authoritative data from Corporate sources
  ▪ As the integrity of corporate data matures, additional elements will be populated (i.e. Evaluations, PFA)
➢ Provide ability for Commands to view in-rate, convert out and convert in quotas on a monthly basis
➢ Allow system to remain open for new applications during monthly processing
➢ Submit Applications for either AC or RC, not both

Initial Operating Capability

➢ Single system for identification of qualified PTS opportunities, submission of applications, and ECM decision.

➢ Pre-populated PTS applications for all Sailors between 6 - 15 months of SEAOS

➢ Batch submission capability to enhance Counselor productivity

➢ Robust reporting

- Compliance, results and execution reporting
- OPNAV/USFF/CPF/ISIC/Unit level

Streamline the Process – Better Program Management Capability

Results

➢Commands will have the ability to review their results via the Command Results Report

➢The system will generate official letters to document specific results of each application (approve, deny, approve pending documentation). This will be used as authoritative documentation official notification, no Naval Messages will be transmitted.

➢Conversions requiring additional paperwork will receive an approval pending documentation status with official letter documentation. When final determination is made, the final approve or deny status will be recorded and a new letter will be generated

➢Approved Conversion via "A" School list is forwarded to detailers for school seat assignments and orders.

End State Benefits

➢ Continuous career counseling system that optimizes member's FIT to viable career paths

➢ Single, consistent process for comprehensive rating eligibility screening

➢ Integration of Apprentice rating entry and Sailor conversion request and approval processes

➢ RIDE-optimized improvements in Navy-wide Advancement Exam success, follow-on training success, PTS approval rates, and PTS reenlistments

➢ Legacy system reduction and reduced maintenance tail

De-conflicting processes and systems
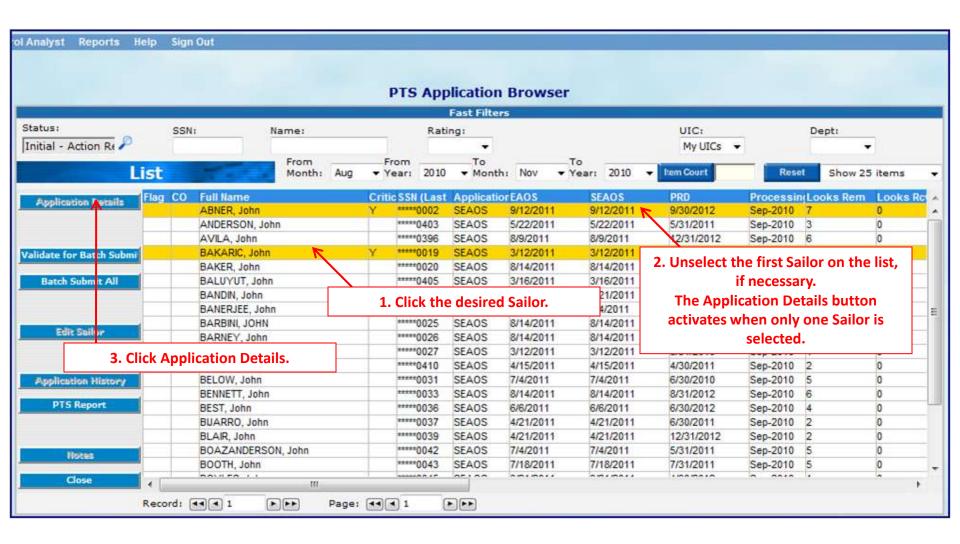
Submitting Applications

Fleet RIDE – Training Materials
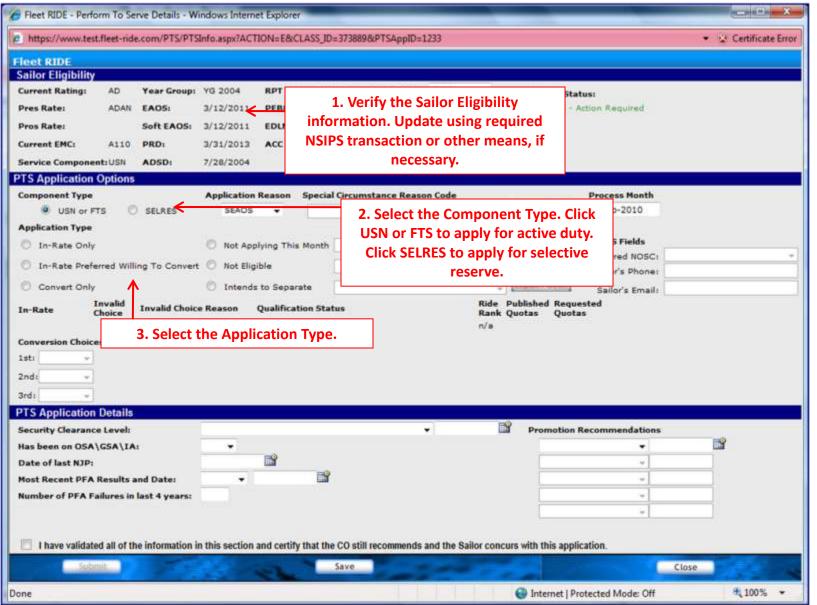
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Submitting an Application

- Each Sailor can have one, and only one, PTS application. The application can be for either *Active Duty* or *Selective Reserve*.

- Submit a PTS application through the:

  - **PTS Application Browser** *if the application is automatically generated by Fleet RIDE (06 to 15 months of SEAOS)*.
    - **Single submission**
    - **Batch Submission**

  - **Sailor Browser** *if the application is <u>not</u> auto-generated by Fleet RIDE.* Use the Sailor Browser if you are submitting an application for a special circumstance.

    NOTE: Contact the PTS Helpdesk if a Sailor does not appear on the PTS Application Browser or the Sailor does not appear on the Sailor Browser.

Two methods to submit a PTS application

PTS Application Browser

ALL DATA DISPLAYED IS FICTITIOUS

PTS Details Window

ALL DATA DISPLAYED IS FICTITIOUS

Application Types

If you select an Application Type from the left column, Fleet RIDE will process the application during the next Rack & Stack.

Converting Out

Not Applying this Month

ALL DATA DISPLAYED IS FICTITIOUS

Not Eligible

If you select Not Eligible, Fleet RIDE activates the Reason drop-down box. You must select the reason the Sailor's ineligible before you can submit the application.

Intends to Separate

If you select Intends to Separate, Fleet RIDE activates the Reason drop-down box. You must select the reason the Sailor is not applying for In-Rate or to Convert Out before you can submit the application.

Applying for Selective Reserve

ALL DATA DISPLAYED IS FICTITIOUS

Completing Application Details

Complete the Application Details data fields. Fleet RIDE requires you to enter the Sailor's last Promotion Recommendation and its date. You will enter all recent Promotional Recommendations (up to five).

Submitting Application

Submitting as DCC

If you submit an application as a DCC, the Submit for CC button displays. The process requires the DCC to submit an application for the CCC to review. After reviewing and verifying the information, the CCC submits the application.

Applying for PTS from Sailor Browser

ALL DATA DISPLAYED IS FICTITIOUS

Applying for PTS from Sailor Browser

ALL DATA DISPLAYED IS FICTITIOUS

PTS Application Qualified Jobs

ALL DATA DISPLAYED IS FICTITIOUS

PTS Application Details Window

Batch Submitting Applications

Fleet RIDE – Training Materials

Batch Submitting Applications

- Batch submitting applications allows you to resubmit the applications that were <u>not</u> approved during the last Rack & Stack.

- Fleet RIDE assigns the status *Saved Action Required* to the applications that were not approved.

- Before you batch submit applications, validate the applications. Validating an Application for Batch Submission performs the following functions:
  - **Verifies the application is complete.**
  - **Sets the CO Recommends check box.**

Batch submit applications with a status Saved Action Required

PTS Application Browser

ALL DATA DISPLAYED IS FICTITIOUS

Click the Status magnifying glass icon to filter the PTS applications by status—*the* Filter Status pop-up window *displays.*

PTS Application Browser

ALL DATA DISPLAYED IS FICTITIOUS

Click the desired status from the Select Filter Status box. Fleet RIDE allows you to select multiple filter statuses, if desired.

Validating Applications for Batch Submit

1. Click the applications that you want to validate.

2. Click Validate for Batch Submit—
Fleet RIDE validates the selected applications.

Validation Process

Batch Processing

Processing: 3 of 5

Successful: 2 Failed: 1

Current Record: 375

During the validation process, Fleet RIDE displays the number of records that have been processed, the number successful, and the number failed.

Review and edit Sailor applications that have failed validation. (Successfully validated applications have a 'Y' in the CO column. Failed validation applications do not have a 'Y' in the CO column.)

PTS Batch Submit

PTS Batch Submission Process

Printing Notification Letters

Fleet RIDE – Training Materials

Printing Notification Letters

- Print the decision letters through the Command PTS Monthly Summary report.

- Access the Command PTS Monthly summary report from the Reports menu.

- Each Rack & Stack decision has its own notification letter format. For example, there is a format for *In-Rate Approval, Rating Conversion Approval,* etc.

- Notification letters are displayed as Word documents. Print the letters using Word functionality.

Click the Sailor to display the Sailor's notification letter.

Command PTS Monthly Summary Report

ALL DATA DISPLAYED IS FICTITIOUS

Click the plus sign to "drill down" to the Sailor detail.

Command PTS Monthly Summary Drill-Down

ALL DATA DISPLAYED IS FICTITIOUS

Name	Last 4 SSN	UIC	Rate	Status	SEAOS
Approved to Reenlist in Active Component					
In-Rate					
OGLETREE, John M	0103	N			
ORTIZ, John M ←	0089	N			
Voshell, John M	0117	N			
CAMPOSCISNEROS, John	0280	N90002	BM2	Approved	2011-03-05
MCFARLANE, John	0281	N90008	BM2	Approved	2010-12-05
GUEVARRA, Jane M	0075	N90013	ITSN	Approved	2011-09-05
VALERA, John	0278	N90006	LS3	Approved	2012-03-05
MALIXI, John	0279	N90008	CS2	Approved	2011-05-05
BEST, Jane M	0131	N90002	HM2	Approved	2011-09-05
LAMBERT, John M	0061	N90008	ND2	Approved	2011-09-05
WILSON, John M	0047	N90011	AOAN	Approved	2011-09-05
WILLIAMS, John M	0145	N90004	AO3	Approved	2011-09-05
Conversion					
Conversion - Pending Documentation					
GALLARDO, Jane M	0104	N90005	IT1		2011-05-05

Click the Sailor to display the Sailor's notification letter. The letter will display as a Word document.

Sample CNPC Notification Letter – In-Rate Approval

ALL DATA DISPLAYED IS FICTITIOUS

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From:   Commander, Navy Personnel Command
To:     John OGLETREE    XXX-XX-0103
Via:    Commanding Officer or Officer in Charge

Subj:   PERFORM TO SERVE (PTS) STATUS NOTIFICATION LETTER

Ref:    (a) MILPERSMAN 1440-060

1.   Congratulations, you are   authorized immediate reenlistment in current
rating and service component (USN or FTS).

2.   National Call to Service (NCS) Sailors approved for reenlistment in
their current rating are approved for the Active Component (Branch/Class 11)
reenlistment only.

3.   If, for any reason, you do not Obligate further service or SELRES
affiliation authorized by this approval quota, you must immediately notify
your Command Career Counselor and your Enlisted Community Manager.

4.   Questions concerning PTS Policy and quota approval/disapproval decisions
should be addressed to PTS_HELP_DESK.FCT@Navy.mil or (901) 874-2101



                          //Signed//
                          D. P. Quinn
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Command PTS Monthly Summary Drill-Down

ALL DATA DISPLAYED IS FICTITIOUS

Name	Last 4 SSN	UIC	Rate	Status	SEAOS
FLETCHER, John	0385	N90010	BMSN	Approved - DC-<EN/USN>	2011-09-05
PALMER, JOHN	0387	N90010	HM2	Approved - A-School-<HM/FTS>	2011-07-05
HEIDENHEIMER, JOHN	0388	N90010	CTT1	Approved - A-School-<OS/USN>	2011-06-05
JARVIS, JOHN	0390	N90010	CTN1	Approved - A-School-<CTR/USN>	2011-04-05
RICE, John	0391	N90010	BM2	Approved - A-School-<ABF/USN>	2011-03-05
MORTON, John	0303	N90013	ABEAN	Approved - A-School-<AD/USN>	2011-07-05
NOBLE, John	0304	N90013	ABEAN	Approved - DC-<AD/USN>	2011-07-05
REEVES, John	0326	N90013	OSSN	Approved - A-School-<MN/USN>	2011-07-05
THOMAS, John	0328	N90013	OSSN	Approved - DC-<MN/USN>	2011-07-05
PEETE, John	0305	N90013	ABEAN	Approved - A-School-<AD/USN>	2011-07-05
SMITH, John	0327	N90013	OSSN	Approved - A-School-<MN/USN>	2011-07-05
EGRET, John	0293	N90013	ABE2	Approved - A-School-<ABF/USN>	2011-07-05
FRANK, John	0294	N90013	ABE2	Approved - DC-<ABF/USN>	2011-07-05
GARY, John	0295	N90013	ABE2	Approved - A-School-<ABF/USN>	2011-07-05
HENRY, John	0296	N90013	ABE2	Approved - DC-<ABF/USN>	2011-07-05
GORE, John	0297	N90013	ABE2	Approved - A-School-<ABF/USN>	2011-07-05
HARPER, John	0298	N90013	ABE3	Approved - DC-<ABH/USN>	2011-07-05
HERRING, John	0299	N90013	ABE3	Approved - A-School-	2011-07-05

Sample CNPC Notification Letter - Rating Conversion Approval

ALL DATA DISPLAYED IS FICTITIOUS

From: Commander, Navy Personnel Command
To: John FLETCHER   XXX-XX-0385
Via: Commanding Officer or Officer in Charge

Subj: PERFORM TO SERVE (PTS) STATUS NOTIFICATION LETTER

Ref: (a) MILPERSMAN 1440-060

1.   Congratulations, your request for rating conversion via the PTS Program has been approved. Refer to your Command PTS Report for further details in connection with the conversion rating authorized.

2.   Final message for conversion actions will be provided under separate correspondence.

3.   If, for any reason, you do not Obligate further service or SELRES affiliation authorized by this approval quota, you must immediately notify your Command Career Counselor and your Enlisted Community Manager.

4.   Questions concerning PTS Policy and quota approval/disapproval decisions should be addressed to PTS_HELP_DESK.FCT@Navy.mil or (901) 874-2101

//Signed//
D. P. Quinn